

HARBOROUGH DISTRICT COUNCIL  
MINUTES OF THE CABINET MEETING

held at  
Council Chamber  
The Symington Building  
Adam and Eve Street  
Market Harborough  
LE16 7AG

4<sup>th</sup> July 2022

commencing at 5.30pm

Present:

Cllr King (Chair)

Councillors: Bateman, Dann, Hallam and Whelband

Officers: D. Atkinson, C. Bland, L. Elliott, S. Hamilton, C Mason & C. Pattinson

INFORMATION EXCHANGE FROM PORTFOLIO HOLDERS

Corporate & Regulatory Services

Councillor Dann reported that he had recently attended a Revenue and Benefits meeting.

Finance

Councillor Hallam thanked the Finance Service Manager and Interim Deputy Chief Executive for their hard work in preparing the financial outturn.

Strategy

Councillor King reported that since the last Cabinet meeting on the 7<sup>th</sup> June 2022 he had attended the following events and meetings, including an A46 Partnership meeting, East Midlands Council Regional Employers Board, the Harborough Carnival, delivered a keynote address at Midlands Connect, the A5 Partnership Group and the LGA Conference in Harrogate.

TOPICAL ISSUES

There were none.

APOLOGIES FOR ABSENCE

There were none.

## MINUTES

RESOLVED that the minutes of the meeting of the Cabinet held on the 7<sup>th</sup> June 2022 be approved as a correct record.

## DECLARATION OF MEMBERS' INTERESTS

There were none.

## 2021/22 FINANCIAL PERFORMANCE REPORT – OUTTURN QUARTER 4 (YEAR ENDING 31 MARCH 2022)

The Portfolio Holder introduced the report and highlighted the salient points which set out the financial forecast for Quarter 4, for the year ending 31<sup>st</sup> March 2022 for revenue and capital.

In respect of the Revenue budget, the 2021/22 net service expenditure is £12.2m and after capital financing (£857k), the net expenditure for the delivery of services is £13.1m; over the MTFS period, this increases to £13.5m by 2024/25. For 2021/22 in respect of the Updated Net Expenditure budget of £13.2m, the outturn is showing a net overspend of £7k.

The Cabinet noted that the pay award included in the Quarter 3 forecast was agreed at 1.75% for all NJC staff on SCP 2 and above (a 2.75% increase on SCP 1) back dated to 01 April 2021; an increase of 1.75% represented an additional cost in 2021/22 of £122k and was implemented in March 2022 and included in this outturn for 2021/22. Over the MTFS this increases the pay budget by £670k.

Reserves are being finalised in line with the Statement of Accounts deadlines. The expected position on the General Fund and Earmarked Reserves is £15.689m (31 March 2021 £17.971m). The main reasons for the reserve reduction is due to a combination of the net impacts of agreed reserve movements when the budget was set in February 2021 along with the considerable, and unbudgeted, S.31 grants that the Council received prior to the end of the 2020/21 that the government gave to all local authorities to compensate for the Covid 19 impact on Business Rates losses that would be recognised and released in 2021/22.

The Capital Programme for 2021/22 totals £5.3m, of which £1.4m is in respect of new initiatives for 2021/22.

RESOLVED that:

- (i) the financial performance report and comments on the Outturn (31st March 2022) as detailed within the report and associated appendices be noted.
- (ii) the Revenue carry forwards in Appendix 5 to the report totalling £286k into 2022/23, be approved.
- (iii) the Capital carry forwards (slippage) in Appendix 4 to the report, totalling £4.349m into 2022/23, be approved.

## Summary of Reasons

Good financial governance requires the Cabinet to consider and comment on the forecast financial outturn for 2021/22. Such commentary demonstrates to customers, partners, and stakeholders that the Council is actively considering the financial environment within which the Council is operating.

## PERFORMANCE, QUARTER 4 2021/22 YEAR

The Portfolio Holder introduced the report and highlighted that of the 34 Key Activities at the end of Quarter 4; three were completed, 30 had Green status, 1 had Amber status and no activities were classed as Red status. Of the Key Performance Indicators; 21 are in the strategic performance dashboard, sixteen are green, three are amber and two are red, these being: Lutterworth footfall; and the number of interventions carried out to encourage owners of empty properties to bring them back into use.

RESOLVED that performance of the Council at the end of Quarter 3 of the 2021/22 year be considered.

### Summary of Reasons

Performance is monitored and reported to Members on a quarterly basis as part of the Council's Performance Management Framework.

## CORPORATE RISK AND OPPORTUNITY MANAGEMENT: QUARTER 4, 2021/22

The Portfolio Holder introduced the report and highlighted that there were 19 risks and 7 opportunities twelve Green, eleven Amber and three were Red, these being CR 33 Costs of planning appeals, and legal challenges, exceed budget; and CR 37 Increase in homeless presentations results in an increased demand in Council support for reactive temporary accommodation and CV03 Loss of income, as economic activity reduces, weakens the Council's cashflow and financial sustainability.

A new Corporate Risk was added to the Corporate Risk and Opportunity Register during Quarter 4, CR41 Disruption / uncertainty arising from the war in Ukraine.

RESOLVED that the items contained within the Council's Corporate Risk and Opportunity Register as attached at Appendix A to the report be noted.

### Summary of Reasons

Monitoring of the Council's Corporate Risks and Opportunities is prescribed by the Council's Risk and Opportunity Management Framework.

## UPDATE ON PERFORMANCE OF HARBOROUGH BUILDING CONTROL SERVICE OPERATING WITHIN THE LEICESTERSHIRE BUILDING CONTROL PARTNERSHIP

The Portfolio Holder introduced the report which provided a further update on the performance of the Harborough Building Control section working within the Leicestershire Building Control partnership following on from the previous Cabinet update report dated 5th July 2021.

The Cabinet noted that this performance report will be the last report produced under the shared service arrangement due to the fact that the Harborough Building Control service and its associated staff now operate within the Leicestershire Building Control partnership under a delegated service model which commenced on the 1st April 2022.

RESOLVED that:

- (i) the ongoing positive performance of the Leicestershire Building Control Partnership be noted.
- (ii) the Leicestershire Building Control Partnership Management Board continue to monitor and report on the performance of this Partnership in accordance with the agreed terms and conditions of the delegation agreement dated 1st April 2022.

#### Summary of Reasons

To provide and update on the Performance of the Building Control service operating within the Leicestershire Building Control Partnership.

#### REVISED LOCAL DEVELOPMENT SCHEME (LDS) FOR THE NEW LOCAL PLAN

The Portfolio Holder introduced the report which covered the revisions to the Local Development Scheme (LDS) for the new Local Plan. The Council is required to prepare a Local Development Scheme (LDS) under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended). In relation to the new Local Plan, the LDS must specify: the subject matter of the document to be prepared and the geographical extent to which it relates; whether the document will be prepared jointly with one or more other local authority; and the timetable for the preparation of document.

The new revised LDS sets out the current intended timetable for the preparation of the next Local Plan. This reflects the amended timetable to conclude the preparation of the Housing and Economic Needs Assessment, Statement of Common Ground and related strategic evidence, which form important inputs to the Local Plan.

The recent review of the current adopted Local Plan concluded that the plan remains up to date and continues to deliver sustainable development for Harborough District. The review also confirmed that Local Plan policies continue to broadly reflect the requirements of the latest NPPF, and that the policies continue to support sustainable development across the district. Updating the LDS provides further evidence that we have, and intend to continue, to have an up-to-date Local Plan managing development across the district in a sustainable manner moving forward. The LDS demonstrates we continue to make active progress on plan-making which is a key Government requirement.

RESOLVED that:

- (i) the revised Local Development Scheme (LDS) for the next Local Plan, set out at Appendix A be approved;
- (2) the revised Local Development Scheme be published on the Council's website;
- (3) the revised Local Development Scheme be kept under review and further reports be received if the LDS requires updating and/or review.

#### Summary of Reasons

To ensure the LDS remains up to date and to enable the Cabinet to consider the timetable for the preparation of the Local Plan.

TO CONSIDER MATTERS OF SPECIAL URGENCY

There were none.

The meeting ended at 6.12 p.m.